



## GRADUATE READMISSION ACADEMIC PLAN

Graduate students who wish to readmit and have exceeded the seven-year limit to complete degree requirements, must file a petition for extension of time to graduate and to accept courses over seven years. This readmission academic plan form should be completed with consultation of program graduate deputy and must accompany a petition. The petition must be approved prior to being readmitted to the college.

Name: \_\_\_\_\_ CUNYFirst ID#: \_\_\_\_\_  
                     Last                                      First                                      Middle

Phone number: \_\_\_\_\_ E-mail (print clearly): \_\_\_\_\_

Graduate Program: \_\_\_\_\_ Deputy: \_\_\_\_\_

Semester applying for readmission: \_\_\_\_\_ Overall GPA: \_\_\_\_\_

Required Credits for Program: \_\_\_\_\_ Total Accumulated Credits: \_\_\_\_\_

Semester of Initial Enrollment: \_\_\_\_\_ Last semester of attendance: \_\_\_\_\_

**Academic Plan** - Use the following chart to map out the courses you plan to take upon readmission:

Course	Semester	Number of Credits	Projected Grade

***It is recommended student who had left the college on probation status take a light course load.***

\*Students who left the college on Academic Probation (Accumulated GPA below 3.0) are limited to nine credits while on probation.

Additional degree requirements to complete (for example: thesis, comprehensive exam, etc): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Graduate students who had left the college on probation status must complete the following section.**

- Semester placed on probation: \_\_\_\_\_
- Which of the following reasons best accounts for your probation status (check more than one if applicable)
 

_____ Failed course	_____ Failed more than one course
_____ Earned below a B in one course	_____ Earned below a B in multiple courses
_____ INC resulted in an FIN	_____ Penalty Withdrawal (WU)

\_\_\_\_ Other (explain): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- What necessary steps will you take to improve your academic performance and come off probation:

\_\_\_\_ Utilize F-grade replacement option\*                      \_\_\_\_ Re-take failed course(s)

\_\_\_\_ Petition to CGAS due to extenuating circumstances

\_\_\_\_ Utilize resources available on campus such as Learning Center, Personal Counseling, Office of Student Disabilities, etc.

\_\_\_\_ Other (explain):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Graduate students can replace up to 6.0 credits of f-grades; students must take the same course at Brooklyn College to utilize this option. Please see graduate bulletin for academic regulations and procedures regarding F-grade replacement policy.

\_\_\_\_\_  
Student's Full Name-Please Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**To Be Completed by Graduate Deputy:**

Based on the student's readmission academic plan and petition, do you recommend that the student be allowed to readmit despite seven year limit to complete degree requirements: \_\_\_\_ Yes \_\_\_\_ No

\_\_\_\_\_  
Graduate Deputy of Department-Please Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date